

DO/4425 73-4114

Approved For Release 2001/07/12 : CIA-RDP84-00313R000100270016-5 73-4563/7

Executive Secretary  
23-62921

24 OCT 1973

MEMORANDUM FOR: Deputy Director of Central Intelligence  
VIA : Acting Deputy Director for Management and Services  
SUBJECT : Joint Financial Management Improvement Program -- Financial Management Improvement Award  
REFERENCE : Memo to the Heads of All Executive, Legislative and Judicial Departments and Establishments from Elmer Staats, Comptroller General of the United States, Same Subject, dtd 1 Oct 1973 (attached)

1. Action Requested: That you sign the attached letter to Mr. Bertram H. Rosen, Executive Secretary, Joint Financial Management Improvement Program, indicating the Agency will not have a candidate for the Financial Management Improvement Award.

2. Basic Data or Background: Referent invited the Agency to submit nominations for the Financial Management Improvement Award by 15 November 1973. This award, which was formerly known as the Maurice H. Stans Award for Distinguished Federal Financial Management, recognizes exceptional accomplishment in the application of effective financial management by government employees.

3. Staff Position: The Deputy Directors were asked to submit nominations for the various public service awards in April of this year. No nominations were received for this award.

4. Recommendation: That you sign the attached letter to Mr. Rosen.

STATINTL

John F. Blake  
Director of Personnel

Atts

Approved For Release 2001/07/12 : CIA-RDP84-00313R000100270016-5

DD/MGS 73-4115  
PERS 73-4563/A/

Executive Registry  
73-6291/A

25 OCT 1973

Mr. Bertram H. Rosen, Executive Secretary  
Joint Financial Management Improvement Program  
441 G Street, N. W. (Room 6025)  
Washington, D. C. 20541

Dear Mr. Rosen:

This is in response to the memorandum of 1 October 1973 from the Comptroller General inviting nominations for the Financial Management Improvement Awards. We appreciate the opportunity to participate in this worthwhile program but have determined that we do not have a candidate to propose this year.

Sincerely,

/s/ Vernon A. Walters

Vernon A. Walters  
Lieutenant General, USA  
Deputy Director

16 OCT 1973

STATINTL

OP/BSO/ [REDACTED] jas (16 Oct 73)  
Rewritten: BO-DO/MGS:LDP/mw (19 Oct 73)  
Distribution:

Orig - Adse

1 - DDCI, w/cy of Basic (DD/MGS 73-3984) Concur:

1 - ER, w/cy of Basic

2 - DD/MGS, w/cy of Basic

1 - D/Pers

1 - DD/Pers/SP

2 - C/BSO/OP, w/Orig of Basic

Originator: /s/ John F. Blake (on ori  
Director of Personnel

/s/ Robert S. Weller

Acting Deputy Director  
for  
Management and Services

Approved For Release 2001/07/12 : CIA-RDP84-00313R000100270016-5

*Revised Warrant Awards*  
12 Oct 73 Office, CSC

*THE JOINT FINANCIAL  
MANAGEMENT  
AWARD REPLACES  
THE STARS AWARD*

Approved For Release 2001/07/12 : CIA-RDP84-00313R000100270016-5

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SENDER WILL CHECK CLASSIFICATION ON TOP AND BOTTOM

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### OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	DD/Pers/SP	10 OCT 1973	—
2	C/BSD		
3			
4			
5			
6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	

Remarks:

Suspense to D/Pers: 2 Nov 1973

Thank you

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO. DATE

9 OCT 1973

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RDK

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EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	DDS&T				
4	DDI				
5	DDO				
6	DDM&S	✓		10-5-73	<i>f</i>
7	D/DCI/IC				
8	D/ONE				
9	OGC				
10	OLC				
11	IG				
12	D/PPB				
13	D/Pers	✓			
14	D/OS				
15	D/Trng				
16	SAVA				
17	ASST/DCI				
18	AO/DCI				
19					
20					
21					
22					
	SUSPENSE				

Remarks:

*Response for DDCI signature  
pls.*

STATINTL

Approved For Release 2001/07/12 : CIA-RDP84-00313R000100270016-5

Executive  
Date

Approved

For Release 2001/07/12 : CIA-RDP84A00363R00020076WD16-5

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### OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	Acting Deputy Director for Management & Services 7D18	18 OCT 1973	PSW
2			
3	Deputy Director of Central Intelligence 7E12	18 OCT 1973	VKW
4	Signature, (P.S.)		
5			
6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	
Remarks:			

FOLD HERE TO RETURN TO SENDER		
FROM: NAME, ADDRESS AND PHONE NO.	DATE	
Director of Personnel	18 OCT 1973	
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Approved

For Release 2001/07/12 : CIA-RDP84A00313R000100270016-5

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Approved For Release 2004/07/12 : CIA-RDP84L00313R000100270016-5

UNCLASSIFIED	CONFIDENTIAL	SECRET
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### OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	DD/DCIS ISP	01 JUN 1973	<i>✓</i>
2			
3	Chief, BS		
4			
5			
6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	

#### Remarks:

*Assigned with Daffey  
on 5 June. He say leave  
start award in 40 days.*

ILLEGIB

FOLD HERE TO RETURN TO SENDER		
FROM: NAME, ADDRESS AND PHONE NO.	DATE	
<i>DD/DCIS ISP</i>	31 May 73	
UNCLASSIFIED	CONFIDENTIAL	SECRET

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Executive Registry
73-6292



## COMPTROLLER GENERAL OF THE UNITED STATES

WASHINGTON, D.C. 20548

OCT 1 1973

73-3984

TO: THE HEADS OF ALL EXECUTIVE, LEGISLATIVE, AND JUDICIAL  
DEPARTMENTS AND ESTABLISHMENTS

PERS 73-4563

SUBJECT: Joint Financial Management Improvement Program--  
Financial Management Improvement Award

The annual Financial Management Improvement Award will be presented at a one-day financial management conference planned for January 28, 1974, in Washington, D.C. This is the only award specifically directed to excellence in Government financial management sponsored officially by the Federal Government. The award recognizes exceptional accomplishment in the application of effective financial management and will be presented to two employees or groups of employees.

The Principals of the Joint Financial Management Improvement Program-- the Secretary of the Treasury; the Chairman of the Civil Service Commission; the Director, Office of Management and Budget; the Administrator of the General Services Administration; and I, administer this awards program.

Heads of all departments and agencies have the opportunity to nominate one career employee and one noncareer employee or a group of employees whose achievements during Fiscal Year 1973 represent the most outstanding contributions to improved Federal financial management in their agency. An employee need not be presently employed by the agency to be nominated, but must have been employed during Fiscal Year 1973 to be eligible. For purposes of this announcement, a noncareer employee shall be considered as any employee who served in an excepted position irrespective of the origin of appointment or previous status as a career employee.

Criteria and format for nominations are set forth in the attached brochure.

Departments and agency heads are requested to submit nominations for these awards not later than November 15, 1973. Six copies of each nomination in the prescribed format should be submitted to:

Bertram H. Rosen, Executive Secretary  
Joint Financial Management Improvement Program  
441 G Street, N.W. (Room 6025)  
Washington, D.C. 20548

*James A. Staats*  
Comptroller General  
of the United States

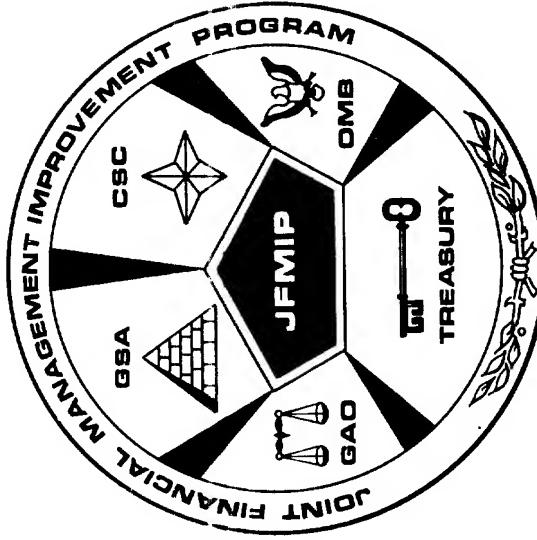
Attachment

# FINANCIAL MANAGEMENT

## IMPROVEMENT AWARD

B. Specific Accomplishments are those for which the nominee is primarily responsible and where the results can be measured in terms of improvement in service, a substantial savings or significant technological progress. Some examples of specific accomplishments are:

- Development of a financial system which furnishes full cost support, on a accrual basis, for cost-based budgeting.
- Implementation of a unified financial management information and control system which results in significant improvement in total management effectiveness.
- Providing of the overall leadership in developing and implementing a major financial management training and improvement program relating to varying levels of responsibility and designed to meet both short and long-term agency objectives.
- Establishment of a comprehensive audit system based on improved and more reliable sampling methods which contribute to substantial cost savings and increased audit coverage.
- Development of maximum ADP utilization techniques and common service concepts to meet increasing workload with available resources.
- Formulation of a fully integrated program structure which provides for the systematic interpretation of output and performance data in terms of unit costs.
- Conduct of an agency-wide analysis of cash management operations resulting in significant improvements in control, reporting and the setting of requirement levels.
- Development of a planning level review and analysis system which forms the basis for significantly increased effectiveness in resource control and allocation.



**FORM OF NOMINATION** – Nominations will be accepted from heads of each Federal department and independent agency. The following information should be submitted for each nomination:

- Name, title, and grade; or identification of group
- Business address and telephone number
- Residence address and telephone number
- Chronology of Government service
- Date and place of birth
- Education and degrees (show names of schools)

This should be followed by a narrative description of the nominee's qualifications for the award, together with the agency or department head's personal evaluation and recommendation.

**SPONSORED BY THE JOINT FINANCIAL MANAGEMENT IMPROVEMENT PROGRAM**

# SPONSORSHIP AND SELECTION OF RECIPIENTS

# FINANCIAL MANAGEMENT IMPROVEMENT AWARD

The Joint Financial Management Improvement Program (JFIMP) sponsors the awards and its Principals select the recipients. Begun in 1948, by agreement among the Comptroller General, the Secretary of the Treasury and the Director of the Office of Management and Budget, the JFIMP seeks improved means of carrying out the inter-related activities and responsibilities of these central agencies. It also seeks to improve coordination of the financial management activities of the operating agencies. The Budget and Accounting Procedures Act of 1950 gave legal sanction to this working arrangement. Recognizing the need for recruiting, classifying and training qualified personnel, the Chairman of the Civil Service Commission was added to the Joint Program in 1966. The Administrator of the General Services Administration was invited to join the Joint Program in 1973 in recognition of his expanded role of leadership in the financial management field.

Although concepts and techniques of financial management continuously change, the Joint Program's overall goal has remained essentially the same over the years: to promote the improvement of financial management practices throughout the Federal Government. Coordination of Government-wide projects and promotion of financial management improvements in the operating agencies is achieved through a Steering Committee composed of a representative from each of the five central agencies. In addition, each operating agency designates a representative to act as a liaison with the Steering Committee.

**PURPOSE**—The purpose of this award is to recognize Government employees who, through the practice of effective financial management, have achieved significant economies, efficiencies and improvements in Federal, State or local governments. Financial management is that part of total management which is concerned with the financial affairs of an organization.

**TYPE OF AWARD**—Awards will be made annually with appropriate ceremony and will consist of an engraved plaque. Normally, two such awards will be presented annually.

**ELIGIBILITY**—Any employee or group of employees of Federal, State or local governments is eligible to be nominated for the award whose competence and leadership have resulted in notably exceptional accomplishments in the application of effective financial management. One or more nominees may be submitted if such nominees were equally responsible for the accomplishment.

**BASIS FOR SELECTION**—For purposes of this award the broadest reasonable interpretation will be given to the term "financial management," which includes, but is not limited to, the areas of:

- Accounting
- Auditing
- Automatic Data Processing
- Budgeting
- Cash Management<sup>†</sup>
- Control and Allocation of Resources
- Cost Reduction
- Financial Systems Development
- Management Analysis
- Planning
- Reporting — Financial and Performance

In evaluating nominations, consideration will be given to both general and specific accomplishments.

A. General Accomplishments include outstanding administrative or technical ability or outstanding performance evidenced by the nominee, not necessarily connected with a specific accomplishment or project.

Executive Registry  
73-6292



COMPTROLLER GENERAL OF THE UNITED STATES

WASHINGTON, D.C. 20548

OCT 1 1973

73-398

TO: THE HEADS OF ALL EXECUTIVE, LEGISLATIVE, AND JUDICIAL  
DEPARTMENTS AND ESTABLISHMENTS

PERS 73-4563

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Washington, D.C. 20548

*James R. Atwell*

Comptroller General  
of the United States

Attachment